



OFFICIAL RESPONSES TO VENDOR QUESTIONS
NEW HAMPSHIRE FAMILY RESOURCE CENTER
FACILITATION ORGANIZATION AND QUALITY SPECIALIST
RFP-2019-DCYF-05-FACIL

No.	Question	Answer
1.	Section 1., Request for Services For the purposes of this RFA, what is the definition of Family Resource Center?	A Family Resource Center (FRC) is a non-profit, community based facility which provides services and programs designed to meet the needs of the community. FRCs provide individuals, families, and children a range of support services to promote health and well-being through support and education.
2.	Section 1., Request for Services. Subsection 1.2., Scope of Services, Paragraph 1.2.13. Is there any expectation around placement of Navigators in specific, predetermined regions or territories?	No.
3.	Section 1., Request for Services. Subsection 1.2., Scope of Services, Paragraph 1.2.13. Why are Navigator roles specifically identified as part-time positions?	Navigator positions are identified as part-time positions because of the limited amount of funding available.
4.	Section 1., Request for Services, Subsection 1.3., Compensation & Contract Value, Paragraph 1.3.1. Will the State be providing Excel templates to use for completing the budgets?	No.



5.	Section 1., Request for Services, Subsection 1.3., Compensation & Contract Value, Paragraph 1.3.1. Is the amount in SFY 19, budget two, specifically designated for the FRCQ Specialist role?	Yes.
6.	Section 1., Request for Services, Subsection 1.3., Compensation & Contract Value, Paragraph 1.3.1. Are Navigators phased out in SFY 21?	No, Navigator positions are absorbed in Budget 1 of SFY 2021. See Section 1., Request for Services, Subsection 1.3, Compensation & Contract Value, Paragraph 1.3.1..
7.	Section 1., Request for Services, Subsection 1.3., Compensation & Contract Value, Paragraph 1.3.1.; Appendix E, Section 4., Performance Measures, Paragraph 4.2. How does the Department envision increases in the number of Navigator positions as the funding for Navigators decreases each year?	See Section. 1, Request for Services, Subsection 1.2 Scope of Services, Paragraph 1.2.14..
8.	Section 1., Request for Services, Subsection 1.3., Compensation & Contract Value, Paragraph 1.3.1. What percentage of the resulting contract from this RFA is funded through federal funding?	35%.



9.	Subsection 1.3., Compensation & Contract Value, Paragraph 1.3.1. Can the bidder obligate Navigator funds for SFY 19 by subcontracting with individual FRCs to provide Navigator services in SFY 19 and SFY 20?	Funds for Navigator positions must be obligated by 9/30/19 and expended by 12/29/19.
10.	Subsection 1.3., Compensation & Contract Value, Paragraph 1.3.1. Can the bidder obligate Navigator funds in SFY19 to contract with a training center to develop culturally competent training materials and programs, even if the materials and trainings might not be available until SFY 20?	Yes.
11.	Subsection 1.3., Compensation & Contract Value, Paragraph 1.3.1. If the bidder has not obtained a Federal Indirect Cost Rate, how will indirect costs be calculated and at what rate? Can the indirect cost be applied to subcontracted funds?	The standard rate for indirect costs is 10%. No, indirect costs may not be used for subcontracted services.



12.	Section 1., Request for Services, Subsection 1.4., Contract Period, Paragraph 1.4.1 What is the anticipated Governor and Executive Council approval/contract start date?	The Department anticipates the contract will be on the agenda of the first Governor and Executive Council meeting available once the contract has been fully executed. The Governor and Executive Council meeting schedule is available http://sos.nh.gov/nhsos_content.aspx?id=8589984415 , item #4.
13.	Appendix B, Exhibit C, Section 9; Appendix D, Section 2., Vendor Identification and Risk Assessment, Subsection 2.3., Paragraph 2.3.3. Will bidders be required to complete an A-133 audit if its total federal expenditures remain under the OMB Single Audit threshold of \$750,000?	No.
14.	Appendix B, Exhibit C, Section 9 If a Single Audit is required. Can the related additional costs of such an audit be included in the original contract budget?	No.



15.	Appendix B, Exhibit K, DHHS Information Security Requirements; Appendix E, Section 2., Scope of Services, Subsection 2.3. Does DHHS anticipate the contract to require the vendor to collect confidential data that would require full adherence to the information security requirements outlined in Exhibit K?	Yes.
16.	Appendix E, Section 2., Scope of Services, Subsection 2.10 What are the specific training requirements for Boundary Spanning Leadership?	Sites will need to disseminate the Boundary Spanning Leadership Training and tools within their network to become trained in BSL.
17.	Appendix E, Section 2., Scope of Services, Subsection 2.10 What is the bidder's responsibility for the costs, materials, and/or trainings associated with the implementation of Boundary Spanning Leadership?	The selected Vendor will be responsible for all costs.